

Sometimes, all the permits you need are not issued by the same people.

There are many variations as to what permits are needed.

It's in your interest to ask them about the variations.



Sometimes different agencies or clerks or departments concentrate on their own work, and forget to mention “the other guys.”



Don't get started with your project and then be surprised when one of “the other guys” taps you on the shoulder, and asks, “Where is your permit?”

County? Township? City? Village? State? Regional Planning?  
Special District? Federal? Sanitary Permit? Erosion Control?  
Flood Plain? Driveway? Zoning? Well Permit?

The Department of Commerce is an equal opportunity service provider and employer. If you need assistance to access services or need material in an alternate format, please contact the department at 608-266-3151 or TTY 608-264-8777.

## What should you do?

Talk to your local officials!

**Contact your local village, town, or city government.** Ask what permits you need locally. Ask if there are local inspectors to help figure things out. Ask what other agencies' permits you may need. Ask what needs to be done first, then second, then third ...

**Contact your county planning or zoning department.** Ask if they have authority over the property you have in mind. Ask if they know of any other permits or processes you need to pay attention to.

### State Plan Review and Inspection

To obtain more information about state programs, contact the state Safety and Buildings Division plan review staff of the Department of Commerce, [www.commerce.state.wi.us/SB](http://www.commerce.state.wi.us/SB).

Green Bay Office  
2331 San Luis Pl #150  
Green Bay WI 54304  
920-492-5601

Madison Office  
201 W Washington Ave  
Madison WI 53701  
608-266-3151

Hayward Office  
10541N Ranch Rd.  
Hayward WI 54843  
715-634-4870

Shawano Office  
1340 E Green Bay St #300  
Shawano WI 54166  
715-524-3626

La Crosse Office  
4003 N. Kinney Coulee Rd  
LaCrosse WI 54603  
608-785-9334

Waukesha Office  
141 NW Barstow St  
Waukesha WI 53188-3789  
262-548-8600

Even if a property has the proper zoning, you probably also need another permit if something is *erected, constructed, improved, enlarged, altered, converted, repaired, filled in, moved, demolished, or ...*



### A Few Tips:

Even if your locality doesn't require a building permit, the construction must be done according to the correct codes.



Commercial buildings often need local or state design review before construction. Most buildings need permits for plumbing systems.



Your locality may have contracted out to another unit of government or to a private company to enforce certain codes.



Make sure your contractor has the appropriate license(s) to do the work. Getting your permit may depend upon that license.

Residential? Industrial? Commercial? Conservation? Agricultural?

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# Be sure you get all the construction permits you need!



Just because you have a zoning permit, for example, doesn't mean you don't need a permit for ...

Remodeling? Heating?  
Plumbing? Signs?  
Design Approval?  
Electrical? Fences?

A few phone calls or a chat with an inspector can save you time, money, and aggravation!